

Step Parent Adoption – NON-Consenting Birth Parent

Filing fee is \$260 (personal checks are NOT accepted for the filing fee).

Following these procedures does not guarantee that a judge will approve your request. Each case is evaluated on its own merit.

1. **GET STARTED - DOCUMENTS REQUIRED:**

- ☐ Petition for Adoption by Step Parent
- ☐ Consent of Child (if age 14 or older)
- ☐ Sworn Statement re:UCCJA
- ☐ Petition for Termination of Parent-Child Relationship
- ☐ Motion & Declaration for Order Authorizing Service by Publication
- ☐ Order of Service by Publication and Hearing Date *
- ☐ Summons & Notice by Publication re: Termination of Parent-Child Relationship
- ☐ Confidential Information Form **WPF DRPSCU 09.0200**
- ☐ Addendum to Confidential Information Form [need all parties information] **WPF DRPSCU 09.0210**

2. **MAKE APPOINTMENT FOR POST PLACEMENT REPORT:**

The Court Facilitator can provide you with a list of court approved individuals to schedule your Post Placement Report ** with. The Judge/Commissioner must sign your order, authorizing you to use them before they prepare the report. (They charge an additional fee.)

- ☐ Motion, Declaration, and Order Directing filing of Post Placement Report**

3. **FILE THE ORIGINAL FORMS**

Make copies of the completed forms above; file the originals with the Superior Court Clerk's office and keep a copy for your records.

4. **AFTER POST PLACEMENT REPORT IS FILED AND PUBLICATION IS COMPLETED:**

Set a court date; adoption dockets are Fridays at 2:00pm

- ☐ Citation

5. **BRING TO YOUR COURT HEARING (filled out) FOR FINALIZATION:**

- ☐ Order Terminating Parent-Child Relationship
- ☐ Findings of Fact and Conclusions of Law re Relinquishment/Termination
- ☐ Findings of Fact and Conclusions of Law
- ☐ Decree of Adoption (Step parent)

6. **AFTER COURT:**

To change Birth Certificate(s) get the following documents at the Clerk's Office, and submit them along with a PERSONAL CHECK for the fee. Make checks payable to Vital Statistics. If the original birth certificate is from Washington, the fee for Vital Stats is \$35, Oregon charges \$50, and for any other state, you will need to check with their Vital Stats Department for what their fees are.

- ☐ Adoption Data Card
- ☐ Appointment for Adoption Registration

* Order must be signed by judge prior to publishing, copy of Summons & Order to newspaper.

** <http://www.clark.wa.gov/courts/clerk/family-court.html> - for GAL post placement list, GAL Registry RCW 11.88.